Acceptable Verification Documentation for the YJC Program

(You must bring a minimum of one item from the list for the checked box(es))

1. Years of Age Supporting Documentation:

- Baptismal record
- Birth certificate
- Driver's license
- Federal, State, or Local government identification card
- Hospital record of birth
- Passport
- Public assistance/social service record
- Report of transfer or discharge, DD-214
- School record/identification card indicating birth date
- Work permit

2. Household Income (three options)

- **A. Cash Public Assistance** Receives, or is a member of a family that receives cash payments under a federal, state or local income-based public assistance program
- Supporting Documentation: Authorization to receive cash public assistance from public assistance agency; Public assistance check; Public assistance records/printout; Social service agency letter of confirmation
- **B. Individual/Family Household Income** Received an income, or is a member of a family that received a total family income, for the 6-month period prior to application (exclusive of unemployment compensation, child support payments, payments described in option A, and old-age and survivors insurance benefits received under section 202 of the Social Security Act).

- Supporting Documentation (must provide documentation for 6-month period prior to application): Alimony agreement; Award letter from Veterans
 Administration; Bank statement; Compensation award letter; Court award letter;
 Employer statement of income earned; Farm or business financial records; Pay stubs for the past 6 months (or YTD including income for past 6 months);
 Pension statement; Quarterly estimated tax for self employed persons (Schedule C); Public assistance records; Social Security benefits; Unemployment Insurance documents and/or printouts
- **C. Food Stamps** Be a member of a family that receives food stamps (or has been determined within the 6-month period prior to application to be eligible to receive food stamps)
- Supporting Documentation: Letter from food stamp disbursing agency; Public assistance records/printout (with all family members listed)
- 2. Disability Disability refers to (1) A physical or mental impairment that substantially limits one or more of the major life activities of such individual; (2) A record of such an impairment; or (3) Being regarded as having such an impairment. In this instance, the youth is considered a family of one. Supporting documentation must indicate that the youth has a disability at time of application.
- Supporting documentation for Disability: Letter from drug or alcohol rehabilitation agency; Letter from Individual Education Plan (IEP) Team stating specific disability; Medical records; Physician's statement; Psychiatrist's/Psychologist's diagnosis; Rehabilitation evaluation; School record stating specific disability; Social service records/referral; Social Security Administration disability records; Veterans Affairs letter/records; Vocational Rehabilitation letter; Observable condition with Client Statement; Sheltered workshop certification; Workers' Compensation record

3. Family Size - Family means two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories: 1) a husband, wife, and dependent children;2) a parent or guardian and dependent children;3) a husband and wife.

Family Size Supporting Documentation:

- Birth certificates
- Decree of court
- Divorce decree
- Landlord statement or lease agreement
- Marriage certificate
- Most recent tax return
- Public assistance/social service agency records
- Public Housing Authority records
- Written statement from care facility or institution

4. Residency Supporting Documentation:

- Driver's license
- Lease/rent receipt/utility bill
- Public assistance records or letter
- Letter from social service agency or school (on social service agency or school letterhead)
- Property tax records
- Medicaid/Medicare card (if address shown)
- Landlord statement
- Mail (no personal letters) addressed to applicant postmarked within past
 30 days
- Insurance policy

- School ID card (if home address shown)
- Selective Service registration card
- Voter registration card